

## FREQUENTLY ASKED QUESTIONS ON THE COMMON LICENSE APPLICATION FORM (CLAF)

---

### **Q. WHAT BENEFIT IS THE CLAF TO THE PHYSICIAN?**

A. The CLAF (Common License Application Form) is designed to make the physician licensing process more portable among states, convenient and less redundant. By having a common license application form online, and primary source verified credentials that are securely stored or obtained directly from the primary source, the licensure process should be streamlined. Physicians will be able to apply for licensure in multiple states simultaneously. This is becoming more important due to telemedicine requirements, physician mobility and emergency response.

A physician only has to fill out the CLAF portion once (and update it periodically) and will be able to use it for all states that utilize the CLAF. As more states put their licensing application on-line, physicians will be able to fill out multiple state licensing applications on-line simultaneously. Physicians who utilize the on-line FCVS application will be able to populate an on-line version of the CLAF with the same data set of information.

### **Q. WHAT IF A STATE MEDICAL BOARD REQUIRES INFORMATION THAT IS NOT ON THE CLAF?**

A. It will be included on that state's addendum.

### **Q. WHAT IF THERE IS A REQUEST FOR INFORMATION ON THE CLAF THAT A STATE MEDICAL BOARD DOES NOT WANT OR CANNOT FOR LEGAL REASONS OBTAIN?**

A. In its state specific application instructions, the Board will state whether answering the question is optional, or the Board will request that it not be filled out at all.

### **Q. WHAT IF A STATE MEDICAL BOARD WANTS TO MAKE CHANGES TO THE CLAF IN THE FUTURE?**

A. A standing CLAF workgroup made up of state medical board executive directors will evaluate change requests to the CLAF each year. For consistency and uniformity, it is important that the CLAF is the same set of information used by all boards. If there is a special request and it cannot be changed in the CLAF, the state medical board can still accomplish the change through the state application instructions or addendum.

### **Q. WHY DO YOU ASK FOR MULTIPLE ADDRESSES IN SECTION 2 OF THE CLAF?**

A. The purpose of the CLAF is to make it a common form that can be used by any participating Boards. Different Boards have varying requirements in regard to addresses. By asking for Address of Record, Practice Address, Mailing Address, and Home Address, all address requirements are met.

### **Q. WHY ISN'T THE NUMBER OF YEARS REQUIRED FOR POST GRADUATE TRAINING (PGT) INCLUDED ON THE CLAF IN SECTION 6?**

A. PGT requirements vary from state to state and also vary between International Medical Graduates and US (LCME accredited medical schools) educated physicians. The number of PGT years your Board requires will be specified in their instructions.

---